

**WEST MOORS TOWN COUNCIL**

**MINUTES** of the Virtual **TOWN COUNCIL MEETING** held on Thursday 22<sup>nd</sup> April 2021 via Zoom at 7.30pm.

**PRESENT:**

|                       |                   |                |
|-----------------------|-------------------|----------------|
| Cllr K Wilkes – Chair |                   |                |
| Cllr Mrs R Burke      | Cllr A Clarke     | Cllr D Green   |
| Cllr M Hawkes         | Cllr Mrs C Holmes | Cllr S Linford |
| Cllr Mrs N Senior     | Cllr D Shortell   | Cllr C Way     |
| Cllr A Willats        | Cllr Mrs P Yeo    |                |

**OTHERS PRESENT:** Mrs Judi Weedon (Clerk to the Council)  
Dorset Councillor M Dyer

**APOLOGIES:** None

**632 QUESTIONS FROM MEMBERS OF THE PUBLIC**  
None

**633 TO RECEIVE DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS – LOCALISM ACT 2011 – DISPENSATIONS FROM SECTION 31(4)**  
None

**634 TO APPROVE AND SIGN MINUTES OF THE VIRTUAL TOWN COUNCIL MEETING HELD ON 25<sup>th</sup> MARCH 2021.**  
Having been circulated, the minutes on pages 2659-2663 were agreed and adopted. Minutes to be signed by the Chair at a later date, due to coronavirus restrictions.

**635 TO APPROVE, ADOPT AND SIGN COMMITTEE MEETING MINUTES**  
a. **The Report of the Planning Consultative Committee** held on the 1<sup>st</sup> April 2021 pages 2664-2667 as circulated, were confirmed and adopted. Minutes to be signed at a later date due to coronavirus restrictions.

**636 TO APPROVE AND SIGN MINUTES OF THE VIRTUAL ANNUAL TOWN MEETING HELD ON 15<sup>th</sup> APRIL 2021**  
Having been circulated, the minutes on pages 2668-2677 were agreed and adopted. Minutes to be signed by the chairman at a later date, due to coronavirus restrictions.

**637 TO RECEIVE CLERKS REPORT**

- Sturts Community Trust asked for a meeting with WMTC to discuss matters relating to the highway. They were put in touch with the Dorset Council Community highway officer, who discussed speed limits and pedestrian crossings with them. A meeting has been arranged for 12<sup>th</sup> May and Councillors have been invited. The Dorset Council Engineer will be explaining via zoom, which criteria needs to be met to qualify for a pedestrian crossing. West Moors Town Council will then decide if they would like to support the request.
- Cllr Carol Holmes has very kindly offered to provide a Speed Indicator device to WMTC. In order to utilise this very kind gesture we need to discuss suitable locations for its deployment with Dorset Council.
- Christmas lighting, a meeting is due in May with the Christmas lighting company to discuss 2021 decorations.
- The end of year accounts have been completed, the internal auditor is due to visit on the 22<sup>nd</sup> April. The AGAR will appear on the Council agenda for the 6<sup>th</sup> May for approval.
- The Woodland Trust Shop is still closed so we still cannot purchase any trees from them.

- f. Adam Parrett from Pinehurst Community Church has asked the Councillors if they have any ideas on what services are missing in the community.  
They may be submitting an application for a new café at their Church. This proposed new facility has prompted them to investigate what needs the Community have, that could be met not just through this new venue but other services the church could provide in or out of the café. All submitted comments have been passed to Adam Parrett.
- g. The directional sign on the Petwyn Stating Parish Council Offices will be changed to Town. The order was placed with the Dorset Council Sign shop 19<sup>th</sup> April.

**638 ACCOUNTS FOR PAYMENT**

It was

**RESOLVED that the accounts for payment be approved as attached on page 2681 of these minutes. (Cllr's Hawkes and Yeo to authorise the electronic payments)**

*Voting: unanimous.*

**639 TO CONSIDER OPTIONS FOR COUNCIL AND COMMITTEE MEETINGS FROM 7<sup>th</sup> MAY to 21<sup>st</sup> JUNE TO ENSURE COMPLIANCE WITH COVID-19 REGULATIONS ALONG WITH DELEGATED POWERS TO MAKE DECISIONS DURING THIS PERIOD**

Members having been briefed on the legislation relating to holding virtual meetings after the 7<sup>th</sup> May and how to hold Covid-19 compliant meetings after that date considered options for meeting that would be affected, 27<sup>th</sup> May Planning Consultative and Finance and GP and 17<sup>th</sup> June Planning Consultative and Environment.

Members were also advised that court proceeding are currently underway to try and get the legislation to hold virtual meetings extended.

Members gave all the options available due consideration but after discussion it was felt that it best not to make a firm decision at this time and to see if the outcome of the current court case would have an impact on any decision. It was therefore agreed to defer any decision until the Council meeting on the 6<sup>th</sup> May.

**640 SKATE PARK FUNDING**

The deadline is approaching for the expiry of the Veolia grant (£75,000) as previously reported.

We have been awarded £1,500 for the Dorset Council Leisure Fund.

An application to the National Lottery for £75,985 was submitted and we are due to hear the outcome before the end of April.

**641 DORSET COUNCILLOR REPORT**

Cllr Dyer reported that he had been asked to assist with housing needs for a member of the public, they had been signposted to the correct team at Dorset Council. Cllr Shortell reported that a resident had complained that some signage for the Station Rd/Pinehurst Rd junction was too high, it was explained that signs had to be of a certain height, so they did not cause issues for pedestrians.

**642 INFORMATION FROM MEMBERS**

Nothing to report

**643 CORRESPONDENCE**

Nothing to report, all correspondence has previously been emailed to members.

**644 EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED:-** that because of the confidential nature of the business to be transacted, it was likely that if Members of the Public were present during discussion, there would be disclosure to them of exempt information and they therefore be excluded from the Meeting in accordance with Section 1, subsection (2) of the Public Bodies (Admission to Meetings) Act 1960

*Voting: Unanimous*

**645 COUNCIL OFFICE AND STAFFING**

Confidential minutes page 111-112 refers.

**RESOLVED that the Town Council office will remain closed until 21<sup>st</sup> June. However, an appointment system will be in operation to enable those who wish to be seen in person have the option to do so.**

*Voting: unanimous*

**646 RECEIVE UPDATES ON CORRESPONDENCE RECEIVED BY THE COUNCIL RELATING TO FREEDOM OF INFORMATION REQUESTS**

Confidential minutes page 112 refers.

The Chair declared the meeting closed at 20:27 hrs

The next virtual meeting of the Town Council will be held on 6<sup>th</sup> May 2021 at 19.30hrs

SIGNED ..... DATE .....  
Chair

| <b>Payments made/authorised in between meetings</b> |                       |                     |   |
|---|-----------------------|---------------------|---|
| <b>Payment method</b>                               | <b>Invoice amount</b> | <b>Invoice date</b> | <b>Details</b>  |
| EB 26.03  | £60.00                | 25.03.21            | Aquacare – Pavilion Legionella testing for March  |
| EB 26.03  | £453.60               | 26.03.20            | Breakthrough Communications – Subscription to Compliant Councils Hub                    |
| EB 31.03  | £50.00                | 23.03.21            | Cole Management – Office window (Feb & Mar) & bus stop cleaning                         |
| EB 31.03  | £70.80                | 31.03.21            | Xerocad – Printing of Dog Signage for Fryer Field                                       |
| <b>Total</b>  | <b>£634.40</b>        |                     |   |
| <b>Payment list dated 22.04.21</b>                  |                       |                     |   |
| <b>Payment method</b>                               | <b>Invoice amount</b> | <b>Invoice date</b> | <b>Details</b>  |
| EB 26.04  | £1,544.11             | 31.03.21            | Terrafirma – Grounds maintenance for March  |
| EB 26.04  | £152.00               | 01.04.21            | Dorset Council – Dog warden March   |
| EB 26.04  | £90.00                | 31.03.21            | SLCC – Virtual Practitioners Conference – Cllr Penny Yeo                                |
| EB 26.04  | £3,241.70             | 31.03.21            | Light Angels – Christmas 2020 decorations   |
| EB 26.04  | £1060.38              | 01.04.21            | Dorset Council – Cemetery - Non-Domestic Rates 01.04.21 to 31.03.22                     |
| EB 26.04  | £756.14               | 01.04.21            | Elite Playground Inspections – Monthly Play Inspections April 2021 to March 2022        |
| EB 26.04  | £460.20               | 06.04.21            | Dorset Council – Bin emptying March to June '21   |
| EB 26.04  | £33.00                | 08.04.21            | Vinny's Trophies – Trophies for Good Citizen Awards                                     |
| EB 26.04  | £95.00                | 01.04.21            | ICCM – Annual membership fee 2021/22  |
| EB 30.04  | £3,109.42             | 19.04.21            | Staff Salaries – Month 1  |
| EB 30.04  | £997.73               | 19.04.21            | HM Revenue and Customs – Tax and NI – Month 1   |
| EB 30.04  | £1,095.98             | 19.04.21            | Dorset Council Pension Fund – Month 1 - Pension Contributions                           |
| <b>Total</b>  | <b>£12,635.66</b>     |                     |   |
| <b>Direct Debit and Debit Card payments</b>         |                       |                     |   |
| <b>Payment method</b>                               | <b>Invoice amount</b> | <b>Invoice date</b> | <b>Details</b>  |
| DD 04.03  | £1.19                 | 22.02.21            | OPUS – Electricity charges - Floodlights 08.02.21 to 18.02.21                           |
| DD 21.04  | £88.42                | 06.04.21            | OPUS – Electricity charges - Pavilion – 18 Feb to 5 April                               |
| DD 21.04  | £29.28                | 06.04.21            | OPUS – Electricity charges - Floodlights– 19 Feb to 5 April                             |
| DD 21.04  | £68.74                | 07.04.21            | OPUS – Electricity charges - Office - 6 Dec to 5 April                                  |
| DD 16.04  | £8.40                 | 09.04.21            | Sage – Payroll Software – April   |
| DD 25.04  | £82.00                | 01.04.21            | 1 <sup>st</sup> Connect – Phone & broadband 1 <sup>st</sup> to 30 <sup>th</sup> April   |
| DD 01.05  | £164.32               | 17.04.21            | BT – Broadband and phone line pavilion 1 <sup>st</sup> Apr to 30 <sup>th</sup> June     |
| DD 10.05  | £3469.11              | 12.04.21            | PWBL – Loan - payment No 22   |
| DC 06.04  | £38.93                | 06.04.21            | NALC – Planning and Power training session for Cllr C Way on 28 <sup>th</sup> July 2021 |
| DC 12.04  | £66.66                | 10.04.21            | Cleverbridge – Bullguard Internet Security 2 years subscription for 3 devices           |
| DC 08.04  | £16.99                | 06.04.21            | Pretty Wild Seeds (Amazon) – Wildflower seeds for Station Road verge                    |
| DC 19.04  | £143.88               | 17.04.21            | ZOOM - Annual charge for software   |
| <b>Total</b>  | <b>£4,177.92</b>      |                     |   |